



# Notice of Price Agreement Award

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Printed: 6/28/2002

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
CAPITOL HILL  
PROVIDENCE RI 02908

V E N D O R	ALLIED COURT REPORTERS INC 115 PHENIX AVE CRANSTON RI 02920	<b>STENOGRAPHIC SERVICES-MPA 137</b>	
		Award Number <b>68M00239125</b>	Effective Period: <b>7/1/02 - 7/31/05</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 04/17/2002 Buyer: SUSAN LEACH Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735
Item		Unit	Unit Price
	7/1/02 - 7/31/05  MASTER PRICE AGREEMENT #137  THIS IS A MULTI YEAR CONTRACT. No action is to be taken except as specifically authorized, or as otherwise provided for in the contract provisions.  ENTIRE AGREEMENT - This NOTICE OF AWARD, with all attachments, and any release(s) against it shall be subject to: (1) the specifications, terms and conditions set forth in the Request/Bid Number cited herein, (2) the General Terms and Conditions of Contracts for the State of Rhode Island and (3) all provisions of, and the Rules and Regulations promulgated pursuant to, Title 37, Chapter 2 of the General Laws of the State of Rhode Island. This NOTICE shall constitute the entire agreement between the State of Rhode Island and the Vendor. No assignment of rights or responsibility will be permitted except with the express written permission of the State Purchasing Agent or his designee.  CANCELLATION, TERMINATION and EXTENSION - This Price Agreement shall automatically terminate as of the date(s) described under CONTRACT PERIOD unless this Price Agreement is altered by formal amendment by the State Purchasing Agent or his designee upon mutual agreement between the State and the Vendor.  STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).  THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND FISCAL YEAR 2002 ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

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Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735	
Item		Unit	Unit Price	
	EVERY PERSON OR BUSINESS ENTITY PROVIDING GOODS OR SERVICES AT A COST OF \$5000 CUMULATED VALUE IS REQUIRED TO FILE AN AFFIDAVIT REGARDING POLITICAL CAMPAIGN CONTRIBUTIONS WITH THE RI STATE BOARD OF ELECTIONS EVEN IF NO REPORTABLE CAMPAIGN CONTRIBUTIONS HAVE BEEN MADE. (RI GENERAL LAW 17-27) FORMS OBTAINED AT BOARD OF ELECTIONS, CAMPAIGN FINANCE DIVISION, 50 BRANCH AVENUE, PROVIDENCE, RI 02904 (401-222-2056)  APPEARANCE FEES			
1.0	DAYS: TRANSCRIPT ORDERED (UP TO 3 HOURS)	TOTAL	50.00	
3.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	10.00	
4.0	DAYS: NO TRANSCRIPT ORDERED (UP TO 1 HOUR)	TOTAL	80.00	
5.0	DAYS: NO TRANSCRIPT ORDERED (1-2 HOURS)	TOTAL	125.00	
6.0	DAYS: NO TRANSCRIPT ORDERED (2-3 HOURS)	TOTAL	175.00	
7.0	DAYS: NO TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	200.00	
8.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00	

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ALLIED COURT REPORTERS INC  
115 PHENIX AVE  
CRANSTON RI 02920

## STENOGRAPHIC SERVICES-MPA 137

Award Number      Effective Period:  
**68M00239125**      **7/1/02 - 7/31/05**

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ADMINISTRATION  
MASTER PRICE AGREEMENT  
RELEASE AGAINST RI MPA

Date: 04/17/2002  
Buyer: SUSAN LEACH  
Shipping: F.O.B., Destination  
Terms: Net 30

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ADMINISTRATION  
MASTER PRICE AGREEMENT  
RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735
Item		Unit	Unit Price
9.0	NIGHTS: TRANSCRIPT ORDERED (UP TO 3 HOURS)	TOTAL	150.00
10.0	NIGHTS: TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	150.00
	ITEM #11 ADDITIONAL PER HOUR CHARGE FOR ABOVE - NO CHARGE		
12.0	NIGHTS: NO TRANSCRIPT ORDERED (UP TO 3 HOURS)	TOTAL	150.00
13.0	NIGHTS: NO TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	200.00
14.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00
15.0	DAYS: NO WORK/NO WAITING	TOTAL	50.00
16.0	ADDITIONAL CHARGE (WAITING)	HR	20.00
17.0	NIGHTS: NO WORK/NO WAITING	TOTAL	75.00
	ITEM #18 ADDITIONAL CHARGE (WAITING) - NO CHARGE		

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115 PHENIX AVE  
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## STENOGRAPHIC SERVICES-MPA 137

Award Number      Effective Period:

68M00239125

7/1/02 - 7/31/05

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ADMINISTRATION  
MASTER PRICE AGREEMENT  
RELEASE AGAINST RI MPA

Date: 04/17/2002  
Buyer: SUSAN LEACH  
Shipping: F.O.B., Destination  
Terms: Net 30

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ADMINISTRATION  
MASTER PRICE AGREEMENT  
RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735
Item		Unit	Unit Price
19.0	HOLIDAYS: TRANSCRIPT ORDERED (UP TO 3 HOURS)	TOTAL	100.00
20.0	HOLIDAYS: TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	125.00
21.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00
22.0	HOLIDAYS: NO TRANSCRIPT ORDERED (UP TO 3 HOURS)	MIN	150.00
23.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00
24.0	HOLIDAYS: NO TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	200.00
25.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00
26.0	WEEKENDS: TRANSCRIPT ORDERED (UP TO 3 HOURS)	TOTAL	100.00
27.0	WEEKENDS: TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	100.00
	ITEM #28 ADDITIONAL PER HOUR CHARGE FOR ABOVE - NO CHARGE		

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		Award Number <b>68M00239125</b>	Effective Period: <b>7/1/02 - 7/31/05</b>

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 04/17/2002 Buyer: SUSAN LEACH Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735	
Item		Unit	Unit Price	
29.0	WEEKENDS: NO TRANSCRIPT ORDERED (UP TO 3 HOURS)	MIN	150.00	
30.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00	
31.0	WEEKENDS: NO TRANSCRIPT ORDERED (OVER 3 HOURS)	MIN	200.00	
32.0	ADDITIONAL PER HOUR CHARGE FOR ABOVE	HR	25.00	
33.0	MULTI DEPOSITIONS (REGULAR) - FLAT FEE (NO EXTRA FOR MULTIPLES)	FLAT	50.00	
34.0	MULTI DEPOSITIONS (RECORDS) - FLAT FEE (NO EXTRA FOR MULTIPLES)	FLAT	50.00	
	PREPARATION AND HANDLING FEES			
35.0	TRANSCRIPT (24 LINES) (REGULAR HEARING)	PAGE	3.25	
36.0	TRANSCRIPT (24 LINES) (MEDICAL/EXPERT HEARING)	PAGE	3.50	
37.0	TRANSCRIPT (24 LINES) (NIGHT HEARING)	PAGE	3.50	

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<b>V E N D O R</b>	ALLIED COURT REPORTERS INC 115 PHENIX AVE CRANSTON RI 02920	<b>STENOGRAPHIC SERVICES-MPA 137</b>
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Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735
Item		Unit	Unit Price
38.0	TRANSCRIPT (24 LINES) (DEPOSITION)	PAGE	3.25
39.0	TRANSCRIPT (24 LINES) (WORKERS' COMP DEPOSITION)	PAGE	3.25
40.0	EXPEDITED PREPERATION: WITHIN 24 HOURS	PAGE	7.00
41.0	EXPEDITED PREPARATION: WITHIN 36 HOURS	PAGE	6.00
42.0	EXPEDITED PREPARATION: WITHIN 48 HOURS	PAGE	5.50
43.0	EXPEDITED PREPARATION: WITHIN 60 HOURS	PAGE	5.00
44.0	EXPEDITED PREPARATION: WITHIN 72 HOURS	PAGE	4.50
45.0	EXPEDITED PREPARATION: WITHIN 96 HOURS	PAGE	4.00
46.0	EXPEDITED PREPARATION: WITHIN 7 DAYS	PAGE	3.75
47.0	ADDITIONAL TRANSCRIPT ORDERED WITH ORIGINAL	PAGE	.50

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Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735
Item		Unit	Unit Price
48.0	ADDITIONAL TRANSCRIPT (NIGHT HEARING)	PAGE	.50
49.0	ADDITIONAL TRANSCRIPT (EXPEDITED HANDLING)	PAGE	1.00
50.0	EXHIBITS	PAGE	.25
51.0	EXCERPTS (UNDER 5 PAGES) - FLAT FEE	FLAT	25.00
52.0	EXCERPTS (OVER 5 PAGES): HEARINGS	PAGE	3.50
53.0	EXCERPTS (OVER 5 PAGES): DEPOSITIONS	PAGE	3.25
54.0	HANDLING AND DELIVERY	EA	6.00
	NOTE: ALL TRANSCRIPTS WILL BE DELIVERED WITHIN TWO (2) WEEK OF HEARINGS - EXPEDITED RATES WILL APPLY OTHERWISE.		
	TRANSCRIPT COPIES (OTHER THAN ORIGINAL CLIENT)		
55.0	REGULAR HEARING	PAGE	1.75
56.0	MEDICAL/EXPERT HEARING	PAGE	1.85

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Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-137	B00735	
Item			Unit	Unit Price
57.0	NIGHT HEARING		PAGE	1.85
58.0	EXPEDITED HANDLING (WITHIN 24 HOURS)		PAGE	1.85
THIS PURCHASE ORDER IS AWARDED SUBJECT TO EQUAL OPPORTUNITY COMPLIANCE.				
DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.				
VENDOR TELEPHONE #: 401-946-5500 VENDOR FAX #: 401-946-9228				

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## **TERMS AND CONDITIONS OF PRICING AGREEMENT**

**SCOPE AND LIMITATIONS** - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, "no purchase or contract shall be binding on the state or any agency thereof unless approved by the department [of administration] or made under general regulations which the chief purchasing officer may prescribe." Under State Purchasing Regulation 8.2.1.1.2, "any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state."

**PRODUCT ACCEPTANCE** - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

## **ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT**

**In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.**

**State Agencies** shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.

A Department Purchase Order (DPO) listing the items ordered shall be created by the agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

**DELIVERY** – If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

**PRICING** - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

**INVOICING** – All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

**PAYMENT** - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller.